

OFFICE OF THE CHIEF OF POLICE

SPECIAL ORDER NO. 16

June 24, 2010

**SUBJECT:** DEPARTMENT REORGANIZATION - REVISED

**EFFECTIVE:** IMMEDIATELY

**PURPOSE:** On January 3, 2010, the Los Angeles Police Department was reorganized to streamline police functions and increase accountability. This realignment consolidated command components to better address our goal of reducing crime.

**PROCEDURE:**

**I. REORGANIZATION.** The following information is provided to clarify the activation, deactivation and realignment of command components.

**A. Entities Deactivated.** The following commands are deactivated:

- \* Office of Support Services;
- \* Risk Management Bureau;
- \* Administrative and Technical Services Bureau;
- \* Information and Communications Services Bureau;
- \* Incident Management and Training Bureau;
- \* Communications and Records Bureau;
- \* Assistant to the Director,  
Office of Support Services;
- \* Legal Affairs Division;
- \* Incident Management Support Division;
- \* Emergency Command Control Communications System  
Division; and,
- \* Strategic Operations Commander.

**B. Entities Activated.** The following entities are activated or renamed:

- \* Special Assistant for Constitutional Policing;
- \* Office of Administrative Services;
- \* Office of Special Operations;
- \* Administrative Services Bureau;
- \* Personnel and Training Bureau;
- \* Information Technology Bureau;
- \* Assistant to the Director,  
Office of Administrative Services;
- \* Assistant to the Director,  
Office of Special Operations;
- \* Community Relations Division;
- \* Criminal Gang and Homicide Division;

- \* Risk Management Division;
- \* Work Environment Liaison Section;
- \* Radio Plan Section; and,
- \* Officer Representation Unit.

**II. DEPARTMENT BOARDS AND COMMITTEES.** The following Boards and Committees are deactivated:

- \* Employee Suggestion Award Committee;
- \* Executive Fiscal Management Committee;
- \* Fleet Management Committee;
- \* K-9 Contact Review Board; and,
- \* Police Facilities Committee.

An updated list of Department Boards and Committees is attached to this Order for reference (Attachment 1).

**III. CORRESPONDENCE REFERENCE NUMBERS.** The correspondence reference numbers have been revised based on the Department's reorganization (Attachment 2). Requests for additional numbers shall be forwarded to the Commanding Officer, Planning and Research Division, for appropriate action.

**IV. RADIO UNIT DESIGNATIONS.** Attached to this Order is an updated list of radio unit designations to be used by the appropriate entities (Attachment 3).

**AMENDMENTS:** This Order amends, adds, and deletes sections from Volume 0 through Volume V of the Department Manual.

**MONITORING RESPONSIBILITY:** The Director, Office of Administrative Services, shall have monitoring responsibility for this directive.

**AUDIT RESPONSIBILITY:** The Commanding Officer, Internal Audits and Inspections Division, shall review this directive and determine whether an audit or inspection shall be conducted in accordance with Department Manual Section 0/080.30.



CHARLIE BECK  
Chief of Police

Attachments

DISTRIBUTION "D"

## **MEMBERSHIP OF BOARDS AND COMMITTEES**

### **Commendations Board**

Commanding Officer, Personnel and Training Bureau, Chair  
One Captain selected by the Director, Office of Operations  
One Captain selected by the Director, Office of Special Operations  
One Captain selected by the Director, Office of Administrative Services  
One Civilian Commanding Officer, selected by the Director,  
Office of Administrative Services

Reviewing Officer, Director, Office of Administrative Services

### **Technology Review and Approval Committee (TRAC)**

Commanding Officer, Information Technology Bureau, Chair  
Chief of Detectives, Detective Bureau  
Assistant to the Director, Office of Operations  
Assistant to the Director, Office of Administrative Services  
Special Assistant for Constitutional Policing  
Commanding Officer, Personnel and Training Bureau  
Assistant General Manager, Information Technology Agency

Reviewing Officer, Director, Office of Administrative Services

### **Use of Force Review Board**

Director, Office of Administrative Services, Chair  
Involved employee's Bureau Commanding Officer, Ex-Officio Member  
Peer member  
Operations staff officer selected by Director, Office of Operations  
Commanding Officer, Personnel and Training Bureau  
Director, Office of Administrative Services, will select an alternate member when a  
conflict arises

Reviewing Officer, Chief of Police

## **MEMBERSHIP OF BOARDS AND COMMITTEES**

### **Carrying a Concealed Weapon Board (Retirees)**

Commanding Officer, Personnel and Training Bureau, Chair  
Peer member selected by the retired officer or Los Angeles Police Protective League  
Police Commission Hearing Officer

Reviewing Officer, Director, Office of Administrative Services

### **Management Development Advisory Board**

Staff Officers selected by the Chief of Police

Reviewing Officer, Chief of Police

### **Promotional Assessment Boards**

Three members designated by the Director, Office of Administrative Services  
Chair designated by the Director, Office of Administrative Services

Reviewing Officer, Director, Office of Administrative Services

### **Uniform Committee**

Commanding Officer, Personnel and Training Bureau, Chair  
One Command Officer from Detective Bureau, selected by the  
Director, Office of Special Operations  
One Command Officer from a Geographic Bureau, selected by the  
Director, Office of Operations  
One Command Officer selected by the Director, Office of Administrative Services  
Two sworn members from the Los Angeles Police Protective League

Reviewing Officer, Chief of Police

## MEMBERSHIP OF BOARDS AND COMMITTEES

### **Home Garaging Review Committee**

Director, Office of Administrative Services, Chair  
Director, Office of Special Operations  
Director, Office of Operations  
Chief of Staff

Reviewing Officer, Chief of Police

### **Operations Communications Committee**

Commanding Officer, Communications Division, Chair  
Staff or Command Officer, Special Operations Bureau  
Commanding Officer, Planning and Research Division  
Nine representative members from the Office of Operations (including traffic and detectives), selected by the Director, Office of Operations  
Command Officer designated by the Director, Office of Administrative Services  
Officer in Charge, Radio Plan Section

Reviewing Officer, Director, Office of Administrative Services

### **Use of Force Best Practices Committee**

Commanding Officer, Use of Force Review Division, Chair  
Assistant Commanding Officer, Personnel and Training Bureau  
Two personnel selected from TD who are use of force trainers  
Four personnel selected from the Office of Operations  
Representative from the Los Angeles Police Protective League  
One use of force expert or legal counsel from outside the Department  
Representative from the Los Angeles City Attorney's Office  
Representative from Risk Management Division  
Representative from Professional Standards Bureau

Reviewing Officer, Director, Office of Administrative Services

## **MEMBERSHIP OF BOARDS AND COMMITTEES**

### **Risk Management Executive Committee**

Special Assistant for Constitutional Policing, Chair  
Chief of Staff  
Director, Office of Administrative Services  
Chief of Detectives, Detective Bureau  
Commanding Officer, Personnel and Training Bureau  
Commanding Officer, Information Technology Bureau  
Commanding Officer, Professional Standards Bureau  
Commanding Officer, Behavioral Science Services  
Employee Relations Administrator  
Commanding Officer, Operations-Central Bureau  
Commanding Officer, Operations-South Bureau  
Commanding Officer, Operations-West Bureau  
Commanding Officer, Operations-Valley Bureau  
Concerned employee's Bureau Commanding Officer (if not already in attendance)  
Commanding Officer, Risk Management Division  
Office of the City Attorney Representative (as observer)  
Office of the Inspector General Representative (as observer)

Reviewing Officer, Chief of Police

### **Tactics Training Review Committee**

Assistant Commanding Officer, Personnel and Training Bureau, Chair  
Commanding Officer, Training Division (TD)  
Commanding Officer, Recruit Training, TD  
Director, Police Training and Education (PTE)  
Commanding Officer, Use of Force Review Division  
Officer in Charge, Firearms and Tactics Section, TD  
Assistant Officer in Charge, Firearms and Tactics Section, TD  
Officer in Charge, Defensive Tactics Section, TD  
Assistant Officer in Charge, Defensive Tactics Section, TD  
Officer in Charge, Field Training Section, PTE  
Representative from the Los Angeles City Attorney's Office  
Representative from Risk Management Division

Reviewing Officer, Director, Office of Administrative Services

## **CORRESPONDENCE REFERENCE NUMBERS**

(Changes are in bold)

### Police Commission

Police Commission	1.0
Executive Director	1.0
Inspector General	1.0
Commission Investigation Division	1.0

### Office of the Chief of Police

Chief of Police	1.1
-----------------	-----

### Chief of Staff

Commanding Officer	1.2
Administrative Section	2.2.1
Community Relations Division	2.2.2
Employee Relations Group	2.2.3
Public Information Office	2.2.5
<b>COMPSTAT</b>	<b>2.3.7</b>

### Professional Standards Bureau

Commanding Officer	1.13
Force Investigation Division	13.1
Special Operations Division	13.2
Internal Affairs Group	13.5
Administrative Investigation Division	13.5.1
Criminal Investigation Division	13.5.2

### Special Assistant for Constitutional Policing

<b>Special Assistant</b>	<b>1.14</b>
<b>Internal Audits and Inspections Division</b>	<b>14.2</b>
<b>Risk Management Division</b>	<b>14.4</b>
<b>Planning and Research Division</b>	<b>14.5</b>
<b>Governmental Liaison Section</b>	<b>14.6</b>
<b>Fiscal Operations Division</b>	<b>14.7</b>

### Counter Terrorism and Criminal Intelligence Bureau

Commanding Officer	1.15
Major Crimes Division	15.1
Emergency Services Division	15.2

Office of Operations

Director, Office of Operations	1.11
Assistant to the Director, Office of Operations	11.2

Special Operations Bureau

Commanding Officer	1.16
Air Support Division	16.1
Emergency Operations Division	16.2
Metropolitan Division	16.3

Detective Bureau

Chief of Detectives	1.8
Detective Support and Vice Division	8.2
Juvenile Division	8.3
Gang and Narcotics Division	8.4
Robbery-Homicide Division	8.6
Commercial Crimes Division	8.7
<b>Scientific Investigation Division</b>	<b>8.9</b>

Operations-Central Bureau

Commanding Officer	1.4
Central Area	4.1
Area Detective Division	4.1.1
Hollenbeck Area	4.2
Area Detective Division	4.2.1
Newton Area	4.3
Area Detective Division	4.3.1
Northeast Area	4.4
Area Detective Division	4.4.1
Rampart Area	4.5
Area Detective Division	4.5.1
Central Traffic Division	4.6

Operations-South Bureau

Commanding Officer	1.5
Harbor Area	5.1
Area Detective Division	5.1.1
77 <sup>th</sup> Street Area	5.2
Area Detective Division	5.2.1
Southeast Area	5.3
Area Detective Division	5.3.1



Southwest Area	5.4
Area Detective Division	5.4.1
South Traffic Division	5.5
Criminal Gang and Homicide Division	5.6
 <u>Operations-West Bureau</u>	
Commanding Officer	1.6
Hollywood Area	6.1
Area Detective Division	6.1.1
Pacific Area	6.2
Area Detective Division	6.2.1
LAX Field Services Division	6.2.2
West Los Angeles Area	6.3
Area Detective Division	6.3.1
Wilshire Area	6.4
Area Detective Division	6.4.1
West Traffic Division	6.5
Olympic Area	6.6
Area Detective Division	6.6.1
 <u>Operations-Valley Bureau</u>	
Commanding Officer	1.7
Devonshire Area	7.1
Area Detective Division	7.1.1
Foothill Area	7.2
Area Detective Division	7.2.1
North Hollywood Area	7.3
Area Detective Division	7.3.1
Van Nuys Area	7.4
Area Detective Division	7.4.1
West Valley Area	7.5
Area Detective Division	7.5.1
Valley Traffic Division	7.6
Mission Area	7.7
Area Detective Division	7.7.1
Topanga Area	7.8
Area Detective Division	7.8.1
 <u>Office of Administrative Services</u>	
Director, Office of Administrative Services	1.3
Assistant to the Director, Office of Administrative Services	3.1

Work Environment Liaison Section	3.1.1
Employee Assistance Unit	3.1.2
Officer Representation Unit	3.1.3
Use of Force Review Division	3.2
Behavioral Science Services	3.4
<b><u>Information Technology Bureau</u></b>	
Commanding Officer	1.17
Information Technology Division	17.1
TEAMS II Division	17.2
Radio Plan Section	17.3
<b><u>Administrative Services Bureau</u></b>	
Commanding Officer	1.10
Motor Transport Division	10.1
Communications Division	10.2
Facilities Management Division	10.3
Records and Identification Division	10.4
<b><u>Personnel and Training Bureau</u></b>	
Commanding Officer	1.12
Training Division	12.1.1
Recruit Training	12.1.2
Police Training and Education	12.2
Personnel Group	12.3
Personnel Division	12.3.1
Recruitment and Employment Division	12.3.2
<b><u>Office of Special Operations</u></b>	
Director, Office of Special Operations	1.18
Assistant to the Director, Office of Special Operations	18.2
Real-Time Analysis and Critical Response Division	18.2.1
Jail Division	18.2.2
Property Division	18.2.3

**Staff Unit Designations**  
**Effective DP No. 1, 2010**  
(Changes are in bold)

Staff 1:	Chief of Police
Staff Security 1A:	Chief's Security Detail
Staff Security 1B:	Chief's Security Detail
Staff Security 1C:	Chief's Security Detail (alternate)
Staff 1A:	Chief of Staff
Staff 1E:	Public Information Director, Public Information Office
Staff 1F:	Employee Relations Administrator
Staff 1G:	Commanding Officer, Professional Standards Bureau
Staff 1I:	Commanding Officer, Internal Affairs Group
<b>Staff 1L:</b>	<b>Special Assistant for Constitutional Policing</b>
Staff 2:	Director, Office of Operations
Staff 2A:	Assistant to the Director, Office of Operations
Staff 4:	Commanding Officer, Operations-Central Bureau
Staff 4A:	Assistant Commanding Officer, Operations-Central Bureau
Staff 5:	Commanding Officer, Operations-South Bureau
Staff 5A:	Assistant Commanding Officer, Operations-South Bureau
Staff 6:	Commanding Officer, Operations-West Bureau
Staff 6A:	Assistant Commanding Officer, Operations-West Bureau
Staff 7:	Commanding Officer, Operations-Valley Bureau
Staff 7A:	Assistant Commanding Officer, Operations-Valley Bureau
<b>Staff 7B:</b>	<b>Assistant Commanding Officer, Operations-Valley Bureau</b>
<b>Staff 3:</b>	<b>Director, Office of Administrative Services</b>
<b>Staff 3A:</b>	<b>Assistant to the Director, Office of Administrative Services</b>
<b>Staff 3C:</b>	<b>Commanding Officer, Administrative Services Bureau</b>
<b>Staff 3D:</b>	<b>Assistant Commanding Officer, Administrative Services Bureau</b>

<b>Staff 3E:</b>	<b>Commanding Officer, Information Technology Bureau</b>
<b>Staff 3F:</b>	<b>Assistant Commanding Officer, Information Technology Bureau</b>
<b>Staff 3G:</b>	<b>Commanding Officer, Personnel Group</b>
<b>Staff 3I:</b>	<b>Commanding Officer, Police Training and Education</b>
<b>Staff 3J:</b>	<b>Commanding Officer, Behavioral Science Services</b>
<b>Staff 3K:</b>	<b>Commanding Officer, Personnel and Training Bureau</b>
<b>Staff 3L:</b>	<b>Assistant Commanding Officer, Personnel and Training Bureau</b>
<b>Staff 8:</b>	<b>Director, Office of Special Operations</b>
<b>Staff 8A:</b>	<b>Assistant to the Director, Office of Special Operations</b>
<b>Staff 8B:</b>	<b>Commanding Officer, Counter Terrorism and Criminal Intelligence Bureau</b>
<b>Staff 8C:</b>	<b>Assistant Commanding Officer, Counter Terrorism and Criminal Intelligence Bureau</b>
<b>Staff 8D:</b>	<b>Chief of Detectives, Detective Bureau</b>
<b>Staff 8E:</b>	<b>Assistant Commanding Officer, Detective Bureau</b>
<b>Staff 8F:</b>	<b>Assistant Commanding Officer, Detective Bureau</b>
<b>Staff 8G:</b>	<b>Commanding Officer, Special Operations Bureau</b>
<b>Staff 8H:</b>	<b>Assistant Commanding Officer, Special Operations Bureau</b>

**Staff radio designations are not reflective of staff succession of command**

**Non-Geographical Division, Unit Designations  
Effective DP No. 1, 2010**

- \* Police Commission
  - 1PC: Commission Investigation Division
- \* Chief of Police
  - 24I: Personnel Assigned to Chief of Police
- \* Chief of Staff
  - 8D: Personnel Assigned to Chief of Staff
  - 17H: Personnel Assigned to Employee Relations Group
  - 2I: Personnel Assigned to Public Information Office
  - 13I: Community Relations Division**
- \* Office of Operations
  - 20: Personnel Assigned to Office of Operations
  - 25 W: Criminal Gang and Homicide Division
- \* Office of Special Operations
  - 1H: Jail Division**
  - 9H: Property Division**
  - 29H: Real-Time Analysis and Critical Response Division**
  - 30H: Personnel Assigned to the Office of Special Operations**
- \* Detective Bureau
  - 5D: Investigative Analysis Section/Detective Bureau Administrative Staff
  - 8K: Juvenile Division
  - 1K: Detective Support and Vice Division
  - 4K: Robbery-Homicide Division
  - 70D: Gang and Narcotics Division
  - 2K: Commercial Crimes Division
  - 2H: Scientific Investigation Division
  - 7Y: Narcotics Division
  - 8Y: Narcotics Division
  - 9Y: Narcotics Division
  - 4I: Vice Division
  - 5I: Vice Division

- \* Special Operations Bureau
  - R: Metropolitan Division
  - 2D: Air Support Division
  - 6D: Emergency Operations Division
  - 4D: Personnel Assigned to Special Operations Bureau
  
- \* Counter Terrorism and Criminal Intelligence Bureau
  - 3D: Emergency Services Division
  - 3DK9: LAX Explosives Detection K-9 Unit
  - 6K: Major Crimes Division
  - 10Y: Personnel Assigned to Counter Terrorism and Criminal Intelligence Bureau
  
- \* Special Assistant for Constitutional Policing
  - 7I: Planning and Research Division**
  - 10I: Internal Audits and Inspections Division
  - 15H: Risk Management Division
  - 23I: Governmental Liaison Section**
  - 8H: Fiscal Operations Division**
  
- \* Office of Administrative Services
  - 7H: Use of Force Review Division**
  - 16I: Employee Assistance Unit
  - 18I: Work Environment Liaison Section
  - 6I: Personnel Assigned to the Office of Administrative Services
  - 21I: Personnel Assigned to the Assistant to the Director,  
Office of Administrative Services
  - 22H: Officer Representation Unit**
  - 32H: Behavioral Science Services**
  
- \* Personnel and Training Bureau
  - 33H: Personnel Assigned to Police Training and Education**
  - 5H: Personnel Division
  - 13H: Recruit Training
  - 18H: Training Division
  - 20H: Personnel Assigned to Personnel Group
  - 31H: Recruitment and Employment Division
  
- \* Information Technology Bureau
  - 29I: TEAMS II Division**
  - 3H: Information Technology Division**
  - 30I: Personnel Assigned to Information Technology Bureau**
  - 16H: Radio Plan Section**

\* Administrative Services Bureau

4H: Motor Transport Division

**10H: Communications Division**

**12H: Records and Identification Division**

11H: Facilities Management Division

27H: Personnel Assigned to Administrative Services Bureau

\* Professional Standards Bureau

15I: Personnel Assigned to Professional Standards Bureau

3I: Personnel Assigned to Internal Affairs Group

7D: Force Investigation Division